

# MINUTES: ENERGY COUNCIL MEETING

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**Meeting purpose**

Monthly Energy Council (EC) Meeting

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**Meeting Location**

Date: June 12, 2008  
Time: 10:00 – 3:00  
Place: Community Services & Development (CSD)  
King Conference Room

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**Attendees****Energy Council Attendees:**

Arleen Novotney (SoCal Forum) via conference call, , Kathy Kifaya (SoCal Forum), Edward Ocampo (ACCES), Louise Perez (ACCES), Val Martinez (ARNCEP), Linda McQueen (ARNCEP), Dennis Osmer (LSPC), Bill Parker (BAPRC)

**CSD Attendees:**

Lloyd Throne, Renee Webster-Hawkins, Helga Lemke, Jason Wimbley, and Kathy Ely

**Other Attendees:**

Tim Reese (CalNEVA), Chris Johnson (CCES), and Greg Redican (San Mateo)

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**Topics discussed**

The table below identifies the topics discussed in the meeting and the person who led each discussion.

Topic	Discussion Leader
Set Agenda	Kathy Ely
Meeting Frequency	Kathy Ely
Solar Update	Renee Webster-Hawkins
Report From Subcommittees <ol style="list-style-type: none"><li>1. Funding Formula</li><li>2. Leveraging</li></ol>	Val Martinez Louise Perez
Activation of Sweats	Bill Parker
Contract – Fuel Prices	Kathy Kifaya
Carbon Credits	Louise Perez

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**Set Agenda &  
Meeting  
Frequency**

EC approved and set agenda as specified in the Topics Discussed above.

The group discussed meeting frequency and proposed that the EC meet every other month, unless it is deemed necessary. Conference calls will be between meetings, if necessary.

The sub-committee meetings would be held at least the day before or the morning of the in-person EC meeting since members will be in attendance for the EC. *Note:* this does not limit the frequency of the sub-committee meetings. It is simply an intent to have the work of the subcommittees done before the EC meeting, so the subcommittee can bring recommendations to the full EC.

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**Solar**

The proposal was delivered on Monday the 9<sup>th</sup> by Kathy Ely to Southern California Edison in Rosemead.

- Renee Webster-Hawkins presented an overview of the program model by describing the proposed relationships of CSD, service providers, and various partners in the five main components of the program: Administration, Financing, Installation, Marketing & Outreach, and Workforce Development.

Lloyd added that this is a very large undertaking. CSD has never taken on this kind of venture. The Health and Human Services Secretary was impressed with the effort of CSD on this proposal. Louise expressed the pride of the agencies for the effort of CSD. This has elevated the possibilities for all.

Renee Webster-Hawkins suggested that the Solar Subcommittee connect next week to discuss next steps before and after the decision of this proposal. The Solar subcommittee consists of Louise Perez, Zigmund Vays, Arleen Novotney, Dennis Osmer, Jason Wimbley, and Kathy Ely.

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**Funding  
Formula**

Val Martinez reported on the sub-committee funding formula meeting the prior day as follows:

- Subcommittee agreed to continue using the current three factor formula until the next census (2010). Ed Ocampo declined to vote on the premise that he did not want to represent all Southern California agencies on this issues to wait until 2010. He felt that this may be too long to wait for a change.
- Subcommittee agreed to establish a working group to explore and review SB 558 and CSD policy/LIHEAP guidance for the possibility of increasing the percentage for intake and outreach. The group

agreed that it did not want to modify SB 558, but just to review for interpretation if it possible to increase the outreach percentage. Working group 1 is comprised of Val Martinez and Jason Wimbley.

- Subcommittee agreed to establish a working group to evaluate the CSBG funding formula concept and any other possibilities. Working group 2 is comprised of Ed Ocampo and Shelly Hance.
- Subcommittee confirmed that it wants to look at all possibilities to adjust the formula to provide overall services. Federal law does not limit to the three factors but they must be included.
- Following Val will provide an updated version of the formula policy statement supported by the EC.

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## **Leveraging**

Val Martinez advised that the IOUs cancelled the June 10<sup>th</sup> meeting to continue discussions on leveraging. The IOUs submitted their applications for funding to CPUC and provided information on leveraging.

The EC group would like to continue discussions with the IOUs to ensure leveraging is mutually beneficial, and is proposing to schedule a subsequent meeting in July.

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## **SWEATS**

Bill Parker requested that CSD make it easier to activate SWEATS using the recent fires in Santa Cruz as an example. CSD agreed to make a process fix to make it easier for approval in both declared and non-declared emergencies. CSD will develop an activation form and create internal processing procedures.

Bill Parker is working with Santa Clara County to develop disaster plans for low-income residents to incorporate SWEATS. Santa Clara County currently has no plans to get information on disasters to low-income families. Renee Webster- Hawkins emphasized that activation of SWEATS is on a case by case basis to mobilize SWEATS on approval.

Lloyd Throne emphasized that service providers should know before hand who is providing disaster relief services so everyone understands who does what. Suggest that during various community networking events that SWEATS provisions are brought up.

A discussion was held on how to transfer funds to SWEATS and whether a budget modification was required. It was determined that CSD should issue clarification on what triggers an amendment and budget modification.

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## Contracts

Kathy Kifaya fielded several questions and concerns from the service provider network as follows:

1. How is the department treating carryover of HEAP/FT money when funds are returned from IOUs?

Jason Wimbley advised that even though the contracts are termed out CSD's call center continues to work with the Utilities to track 30/60/90 day returns. Once the IOUs reallocate the funds, then it goes back into to carryover and redistributed to the entire network the subsequent year. CSD will develop closer monitoring of the credit to accounts to try to mitigate on our end and send communications to the network. Also, part of the problem is that some Utilities send the payment back right away and others hold on to it.

2. When should we hear about the Weatherization Waiver?

CSD should hear from US Department of Health and Human Services by mid-July.

3. Several agencies are using HVACs to perform ECIP services and some of the subcontractors are threatening to walk away because of the seasonal rule. Many agencies are not able to complete HVAC work if not in the correct season.

CSD explained that regardless of season, if the appliance is deemed hazardous or if the client has a qualifying medical condition (documented in file), then the appliance can be replaced or repaired. CSD acknowledged there may be confusion on the application of the season and will issue clarification.

4. There is significant concern with the increasing fuel costs and the current reimbursement is not adequate to cover fuel costs.

CSD acknowledged the immediate need to adjust mileage reimbursement to accommodate the gas price increase. CSD offered a suggestion to increase travel credit for Single Family units by \$9.00, and offer the Single Family rate for Multi-Family units.

The EC group expressed that only being able to claim one round trip per job is challenging, when each job requires multiple trips. The group discussed a flat fee per mile and indicated that service providers indicated previously that tracking per truck per job is difficult.

Jason Wimbley advised that the current Labor rates have charges for fuel. The EDD labor rates will be updated soon and we can evaluate increasing the fuel charges in the labor rates.

Louise Perez suggested looking at how agencies are covering fuel charges, and come up with a recommendation on how to address the charges.

The EC group agreed that a conference call should be held next week to make a decision on immediate increases in mileage reimbursement. It was suggested that a line item should be added for vehicle maintenance.

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**Carbon  
Credits**

This discussion was deferred to the next meeting.

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**Decisions**

The following represent key decisions made:

- EC will meet every other month, unless necessary.
  - Solar sub-committee to begin post-planning
  - No modification to 558 only evaluate % increases
  - Continue Leveraging discussions with IOU
- Further conference to discuss increased reimbursement for mileage

**Actions**

The table below identifies the actions, responsibilities, and deadlines for implementing the decisions made during the meeting.

Action	Responsibility	Deadline
Hold conference call to discuss post planning	Solar Subcommittee	June 20, 2008
Research 558 & LIHEAP Guidance to possible increase intake and outreach %	Formula Working Group I -Val Martinez -Jason Wimbley	August 8, 2008
Research CSBG funding formula and other possibilities	Formula Working Group II -Ed Ocampo -Shelly Hance	TBD
Create SWEATS activation form and internal procedures	CSD	July 31, 2008
Prepare information transmittal to clarify when an amendment and/or budget modification is necessary	CSD	August 8, 2008
Develop credit return monitoring strategy	CSD	TBD
Prepare information transmittal to clarify ECIP policy seasonal limitations	CSD	August 8, 2008
Hold conference call to determine how to treat rising fuel costs	Contract Subcommittee	June 20, 2008

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**Next meeting** August 6, 2008

Note: No July meeting is scheduled unless EC group deems necessary.

**Agenda**

The following is the agenda for the 8/6/08 meeting:

Sub-Committee Reports  
Solar update  
Utility leveraging  
Automation update  
Carbon Credits

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